



Patient Participation Group
Court Thorn Surgery
Low Hesket
Cumbria
CA4 0HP

www.courtthornsurgery.co.uk

Charity Number 1206720



TRUSTEES REPORT to 31st December 2024. Charity No 1206720

Charity status was granted on 25th January 2024, but all reports will cover from 1st January 2024.

1. Object

Court Thorn Patient Participation Group (PPG) represents the Patient's interests in all aspects of dealing with Court Thorn Surgery. It aims to achieve that purpose as follows: -

- a, By working with the Surgery carrying out regular reviews in relationship to performance and sharing feedback from patient reviews and various medical bodies.
- b. By communicating with the practice population and other local bodies via newsletters and seminars to advise of service changes and other relevant key performance indicators e.g. booking appointments, non-attendance at appointments and future planning of services.
- c. By acting as a partner at strategic and operational levels, including supporting business planning, interviews for staff and visits from the Quality Care Commission.

2. Activities

There have been 4 meetings of the PPG with the Surgery, with one meeting having to be cancelled in June, at the request of the Surgery. In each meeting there was a Practice update including performance, staff changes and other relevant information. A PPG representative was a member of a recent interview panel. There are four key stand-alone activities provided: -

a. Prescription Delivery Service

A free prescription delivery service for patients, who by reason of age, infirmity or live remotely and cannot collect their prescriptions. In 2024 our volunteer drivers covered 2,304 miles compared to 2,234 miles in the previous year.

b. Health Education Seminars

Since 2013 a total of 23 Health Seminars have taken place, open to everyone in the community and covering a variety of health subjects, chosen by patients with assistance from the Surgery to find experts, who are recognised in the chosen topic. In 2024 the 23rd Seminar featured the work of the Air Ambulance. A proposed Health seminar for 2025 will focus on food, including healthy food, understanding food labels etc.

Patient Participation Group, Court Thorn Surgery,
Low Hesket, Carlisle, CA4 0HP

c. Purchasing Equipment

There was no purchase of equipment in this period. Since its inception the PPG has purchased equipment valued at £22,336.08. This equipment is over and above the equipment used by the 'average' practice. The aim is to provide additional equipment to help the patients by speeding up diagnosis and providing equipment that frequently is not immediately available other than from a local hospital.

d. Individual PPG and other Patient help

Members of the PPG are concerned about road safety, at access and exit points from the A6 to the Practice, where there is an often ignored 60 mph speed limit. A lengthy exchange of emails and letters with the Highways authority, Police, local Member of Parliament and other appropriate bodies and officials has not provided any solution. The situation is more critical if a patient wishes to use the local bus service, since there is no easy and safe way to cross the busy A6.

3. The Trustees are satisfied that all activities carried out are in accordance with the Charity's Object and Charity law and guidance.

4. Financial Review

The opening balance was £5,074.19 and the closing balance was £3,773.19, of which £2,561.97 is ringfenced for the Prescription Delivery Service. Donations of £40.00 were received in this year. Expenditure was £1,341.00 of which £1,036.80 was in respect of the Prescription Service.

The Trustees are satisfied that there are no concerns about the viability of the PPG on an ongoing basis. There are sufficient checks in place, together with regular comprehensive reports presented at meetings, to satisfy their responsibilities.

5. Structure, Governance and Management

Court Thorn Patient Participation Group is a Charitable Incorporated Organisation, whose number is 1206720. It follows the model constitution, as recommended by the Charity Commission.

6. Trustees

The following are the initial Trustees, who all offer themselves for re-election.

Name	Office	Appointed
John Henry Poland	Chair	27th June 2023
Kenneth Thomas Sutton	Trustee	27th June 2023
Victoria Eileen Sant	Trustee	27th June 2023
Alan John Granger	Trustee/Secretary	27th June 2023
Gillian Newton Campbell	Trustee	27th June 2023
Rachel Susan Brown	Trustee	18th September 2024

**Patient Participation Group, Court Thorn Surgery,
Low Hesket, Carlisle, CA4 0HP**

The Trustees declare that they have approved this Trustee's Report.

Signed-----

Name **John H. Poland**

Date **15th January 2025**

COURT THORN PATIENT PARTICIPATION GROUP

INCOME AND EXPENDITURE YEAR TO 31.12.2024

£

January 1st 2024 Balance brought forward £5,074.19

Income	Donations	S Williamson	£40.00	
				£40.00
Expenditure	Insurance		£96.00	
	Prescription Delivery Service		£1,036.80	
	Staff Fund		£62.95	
	Donations		£100.00	
	Misc		£0.00	
	Seminars Refreshments & Room Hire		£25.25	
	Lottery Annual Fee		£20.00	£1,341.00
December 31st 2024 Balance carried forward				£3,773.19

Prescription Delivery Service *			£2,561.97
Court Thorn Surgery B/fwd balance 1.1.24 *	B/fwd	£62.95	
paid 17.4.24 chq91-cancelled		£0.00	£62.95
Balance available			£1,211.22
Balance per Statement at 31.12 + chq 101			£3,836.14
Creditor - Court Thorn Surgery			-£62.95
			£3,773.19

* ringfenced PDS, Court Thorn Surgery

Rachel Brown
31st December 2024

COURT THORN PATIENT PARTICIPATION GROUP

BALANCE SHEET AS AT 31.12.2024	£
Fixed Assets	£0.00
<u>Current Assets</u>	
Cash at Bank	£3,836.14
<u>Current Liabilities</u>	
Creditors	£62.95
<u>NET ASSETS</u>	<u>£3,773.19</u>
PER INCOME & EXPENDITURE AS AT 31.12.2024	<u>£3,773.19</u>

COURT THORN PATIENT PARTICIPATION GROUP

Financials to 31st December 2024

Prescription Delivery Service

Jan-24	Balance b/fwd	3598.77
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Payments

Jan	82.35	
Feb	84.15	
Mar	91.80	
Apr	74.25	
May	103.05	
June	75.60	
July	71.55	
August	91.80	
Sept	76.50	
Oct	95.40	
Nov	103.50	
Dec	86.85	
	1036.80	
		<u>2561.97</u>

Court Thorn Surgery

B/fwd	62.95	
Apr-24	62.95	
Court Thorn Surgery Balance		<u>0.00</u>

Donations

Payments		
April Air Ambulance	100.00	
		<u>100.00</u>

Equipment

0.00

Misc.

Zurich Insurance	96.00	
Seminars & refreshments	25.25	
Lottery Fee	20.00	
	141.25	
		<u>141.25</u>

Total Expenditure	<u>1341.00</u>
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Total Income	<u>40.00</u>
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Donation

Payments made to 31.12.2024

Month	Accounts	Date		Cheque	Amount	Equipment	Prescription Delivery Service	Staff Fund	Lottery Licence	Insurance	Donations	Seminars	Misc
		2/6/2024		87	£82.35		£82.35						
		2/29/2024		88	£84.15		£84.15						
	Mar-24	4/3/2024		89	£96.00					£96.00			zurich
	Mar-24	4/3/2024		90	£91.80		£91.80						
	Apr-24	4/17/2024	CANCELLED NOT CASHED- EXPIRED	91	£62.95			£62.95					
	Apr-24	4/25/2024		92	£100.00						£100.00		GNAAS
	Apr-24	25/04.2024		93	£5.25							£5.25	refreshments V.Sant
april and may accounts		5/31/2024		94	£177.30		£177.30						
	Jun-24	7/6/2024		95	£75.60		£75.60						
	Jul-24	8/20/2024		96	£91.55		£71.55		£20.00				
	Aug-24	9/2/2024		97	£111.80		£91.80				£20.00		
	Sep-24	10/10/2024		98	£76.50		£76.50						
	Oct-24	12/7/2024		99	£95.40		£95.40						
	Nov-24	12/13/2024		100	£103.50		£103.50						
	Dec-24	12/31/2024		101	£86.85		£86.85						
					£1,341.00	£0.00	£1,036.80	£62.95	£20.00	£96.00	£100.00	£25.25	£0.00
£1,341.00													

Bank Reconciliation -December 2024

	Account No.	
Statements as at 31.12.2024	54246618	3903.19
Statements as at 31.12.2025		19.8
		<hr/> 3922.99
cheques not cashed	chq no 101	<hr/> -86.85
		<hr/> <hr/> 3836.14
cheque dated April 24 not cashed by Surgery - bank will now not cash it therefore cancelled and move to creditors	CHQ91	-62.95